

IC 33-34-7

Chapter 7. Records; Reports; Accounting

IC 33-34-7-1

Accounting rules and forms

Sec. 1. The state board of accounts shall provide rules, in cooperation with the appropriate county officers, to specify the:

- (1) forms; and
- (2) records;

for the handling and reporting of money and other property by or in connection with the small claims court.

As added by P.L.98-2004, SEC.13.

IC 33-34-7-2

Caseload reports

Sec. 2. Each judge shall prepare, certify, and file quarterly reports on March 31, June 30, September 30, and December 31 of each year with the circuit court judge, which must include the:

- (1) total case filings;
- (2) terminations; and
- (3) cases remaining open;

broken down by the type of case, in a form approved by and distributed under the direction of the circuit court judge.

As added by P.L.98-2004, SEC.13.

IC 33-34-7-3

Records

Sec. 3. The judge of the circuit court, with the assistance of the clerk of the circuit court, the judges of the small claims courts, and the state board of accounts, shall, at the expense of the townships:

- (1) provide the forms, blanks, court calendar books, judgment dockets, and fee books; and
- (2) make rules and instructions to direct the judges in keeping records and making reports.

The clerk of the circuit court shall keep full and permanent records and reports of each judge's past and current proceedings, indexed and available for reference as a public record.

As added by P.L.98-2004, SEC.13.